



# Office of the City Clerk

Weekly Report – for Week Ending July 1, 2016

## OFFICE OF THE CITY CLERK – PROJECTS AND STATUS

### Elections

Staff continues to accept job applications to fill temporary positions for the 2017 Municipal Elections. As of June 28, the Election Division has received 555 applications.

On June 28, Council approved the Affordable Housing Ordinance Initiative for the State's November 8, 2016 ballot.

The LACERS Special Election tally took place on Tuesday, June 28. The ballots received totaled 2,311, representing a 9% turnout. The audit and certification of the final results (which are then transmitted to the LACERS Board), were held on June 29 and June 30, respectively.

### Business Improvement Districts

On June 28, 2016, the Economic Development Committee approved the proposed Venice Beach Business Improvement District.

### Records Management

A local homeowners' association continues to research the records of former Councilmember Tom LaBonge. The ex-Councilmember's records have been the focus of media coverage since many of his documents were destroyed prior to Councilman Ryu's arrival. These destroyed records hindered Councilman Ryu's transition activities.

### Systems

Staff met with the Board of Public Works to review the automation of their current process for uploading agendas to audio. Currently, the agenda is being added manually to the media manager, Granicus. Staff is looking at using the same automation process used in the City Clerk for uploading agendas to Granicus.

### Administrative Services

The 2016-17 budget will transfer five DONE employees to the City Clerk to run the Neighborhood Council funding program. These employees will be added to the Clerk's payroll effective July 10. This is the first step in a months' long transfer of this function that will culminate in the Clerk's control of this function, which is expected to occur in April 2017. Clerk and DONE staff met on June 29 for the first regularly scheduled meeting to effectuate this transfer.

### Issues

Approximately 3,600 boxes have been transferred from Iron Mountain to Storetrieve. We continue to work the vendors to negotiate a faster rate of transfer.

### Upcoming

Council will be in summer recess from July 5 through July 22, 2016.